

**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

- Department:** National Audit Office
- Post:** Examiner of Accounts/Senior Examiner of Accounts
- Salary:** Rs 17,375 x 325 – 17,700 x 375 – 19,575 x 475 – 21,950 x 625 – 23,200 x 775 –
32,500 x 925 – 37,125 x 1,225 – 40,800 (01 038 071)
- Effective Date:** 09 April 2019
- Qualifications:** A. By selection from among candidates who possess –
- (a) a pass in any one of the following –
 - (i) the Knowledge Module of the Professional Stage of the Institute of Certified Accountants of England and Wales (ICAEW);
 - (ii) the Test of Competence Examination of the Institute of Chartered Accountants of Scotland (ICAS);
 - (iii) the CA Proficiency 1 of the Chartered Accountants of Ireland (CAI);
 - (iv) the complete Knowledge Module and two subjects in the Skills Module of the Fundamentals Level of the Association of Chartered Certified Accountants (ACCA);
 - (v) the Certificate Level of the Chartered Institute of Management Accountants (CIMA);
 - (vi) the Certificate Level of the Chartered Institute of Public Finance and Accountancy (CIPFA)

or

 - (b) a diploma in Accounting or Finance from a recognised institution or an equivalent qualification acceptable to the Public Service Commission.
- B. Candidates should –
- (i) have good knowledge of auditing and accounting standards;
 - (ii) possess good analytical skills and have a sound judgement;

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CERTIFIED CORRECT

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N. Auchoybur (Mrs)
for Secretary for Public Service

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- (iii) be trustworthy and have a high sense of integrity; and
- (iv) be computer literate.

Candidates should produce written evidence of knowledge claimed.

NOTE

Selected candidates will be appointed in a temporary capacity in the first instance and will be required to follow an in-service training course in different aspects of audit work for a period of at least one year.

On successful completion of the training, which includes the passing of a written examination conducted by the Public Service Commission, they will be considered for appointment as Examiner of Accounts/Senior Examiner of Accounts in a substantive capacity.

Duties:

1. To assist a senior officer in the audit of the accounts of Ministries/Departments, Parastatal and other Statutory Bodies or Local Authorities or Rodrigues Regional Assembly undertaken by the National Audit Office which includes –
 - (a) the assessment of the accounting and internal control systems;
 - (b) the preparation and review of draft queries and management letters; and
 - (c) the follow-up of replies from auditees to ensure that matters raised have been satisfactorily addressed.
2. To assist a senior officer in Performance Audit.
3. To use ICT in the performance of his duties.
4. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Examiner of Accounts/Senior Examiner of Accounts in the roles ascribed to him.



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